

OTE 86-1000

3 January 1986

MEMORANDUM FOR: Executive Officer to the DDA

25X1 FROM:

Director of Training and Education

SUBJECT: Uniquely Sensitive Positions

REFERENCE: Memo to DA Office Directors dated 23 December, Same Subject

The Office of Training and Education (OTE) has reviewed positions within the Office which would classify as uniquely sensitive positions. Our reply follows three requirements per your Paragraph 1 (a - c):

- a. Identification of uniquely sensitive positions--OTE conducts training in support of two sensitive systems, CAMS and DESIST, in the Information Systems Training Division. The instructors and training assistants who conduct this training, as well as the individual(s) in the associated Data Access Center (DAC), fill what we consider uniquely sensitive positions according to your definition. There are approximately five instructors, two training assistants, and one DAC operator who would be affected.
- b. Scheduling for suitability screening--OTE would follow whatever guidance is provided by the two offices which are supported by this training for special clearances. Under most circumstances, the normal probationary period could accommodate these positions by assigning these individuals to other tasks until the three-year period has been achieved. Under some circumstances, such as lack of instructor availability, it would be beneficial to have the option of obtaining a special clearance after a one-and-a-half to two-year probationary period.

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- c. Shortened probationary period--As noted in Paragraph b response, a period of one and a half to two years would probably be sufficient to obtain appropriate information regarding suitability factors, although the three-year period should remain the same standard under most circumstances.

